



The City of Lynchburg, Virginia

Lynchburg Police Department
Off Duty Police Officer Request Form

Name: _____ D.O.B.: _____

Organization: _____

Address: _____

City/State/Zip: _____

Phone Number: _____ Cell # _____

Event Description: _____

Date(s) of Event: _____ Hours: _____

Location of Event: _____

Number of Officers: _____

Reason for Police Officers / Duties:

Pay Rates: 3 hour minimum per officer per request

\$30.00 per hour per officer \$32.00 per hour per Supervisor (Events requiring 4 or more officers)

\$45.00 / \$47.00 per hour per officer – Less than 48 hours notice

\$60.00 / \$62.00 per hour per officer – Less than 24 hours notice

Cancellation of request less than 48 hours from start time will result in a 3 hour minimum pay for all assigned officers.

I certify that I am at least 18 years of age and have the authority to request LPD officers for the event listed above. I acknowledge that the Lynchburg Police Department is under no obligation to provide off duty officers for this event.

Signed _____ Date _____

Received by Lynchburg Police Coordinator

Date _____ Time _____